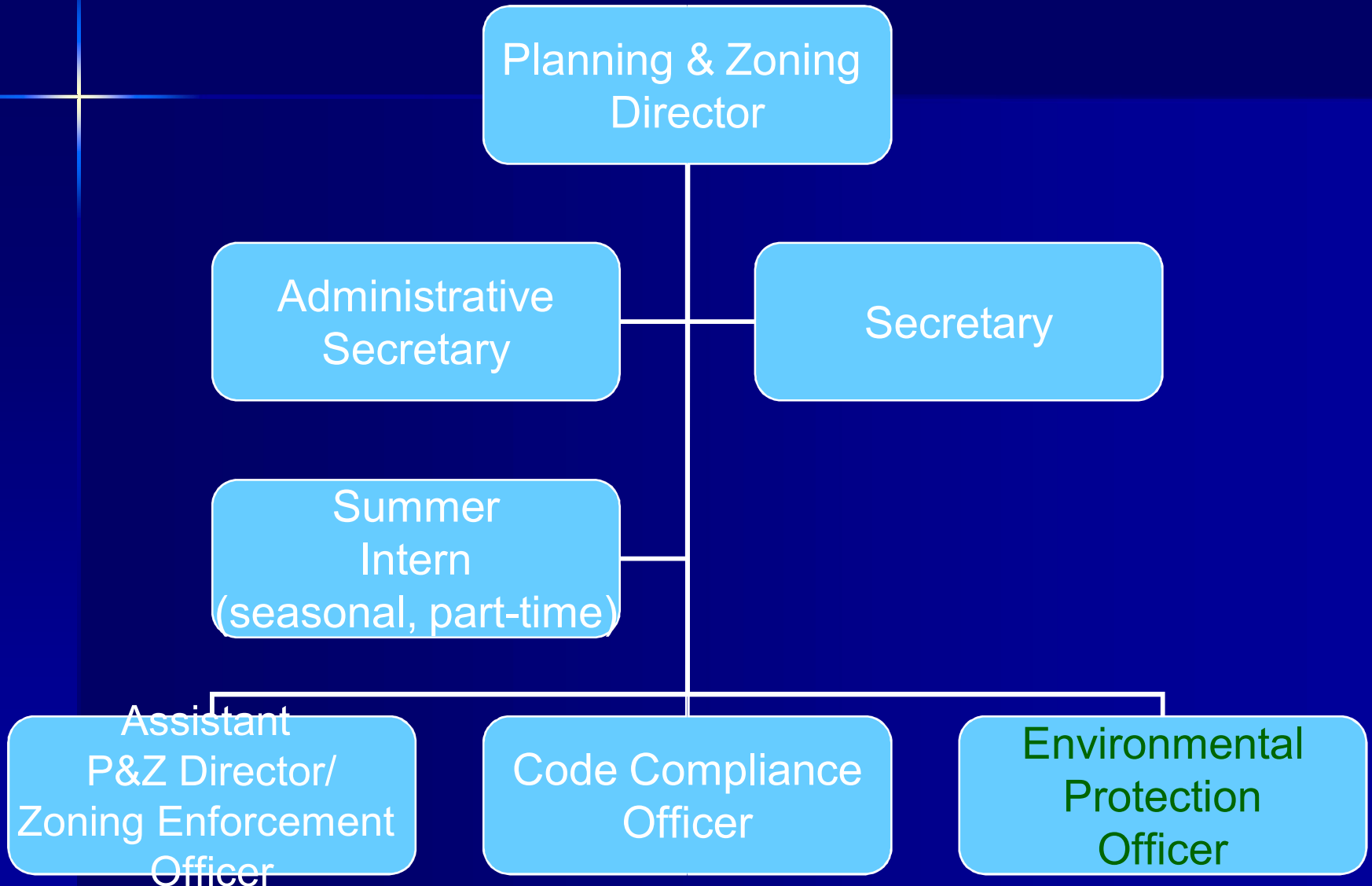


Planning & Zoning Dept.

Performance Measures

February 3, 2007

Planning & Zoning Dept.



Planning & Zoning Dept.

This year's presentation is in 5 parts...
all relating to workload increase.

- 1) **Permit counts/revenues**
- 2) Once in a lifetime....
- 3) Affordable Housing
- 4) Downtown issues
- 5) CityView multi-department implementation

Part 1— Permit Counts/Revenues

Workload has increased in past few years.

- More applications; more meetings.
- Increased costs for both clerical work and public hearing notices.
- Costs offset by revenue growth due to 2005 fee increase.



Environmental Protection Commission (EPC)

- Revenues have increased greatly as a result of 2005 fee increases.

In 2005, RTM increased EPC application fees.

Prior to 2005: \$35 per application.

Now:

\$75 for “basic maintenance”

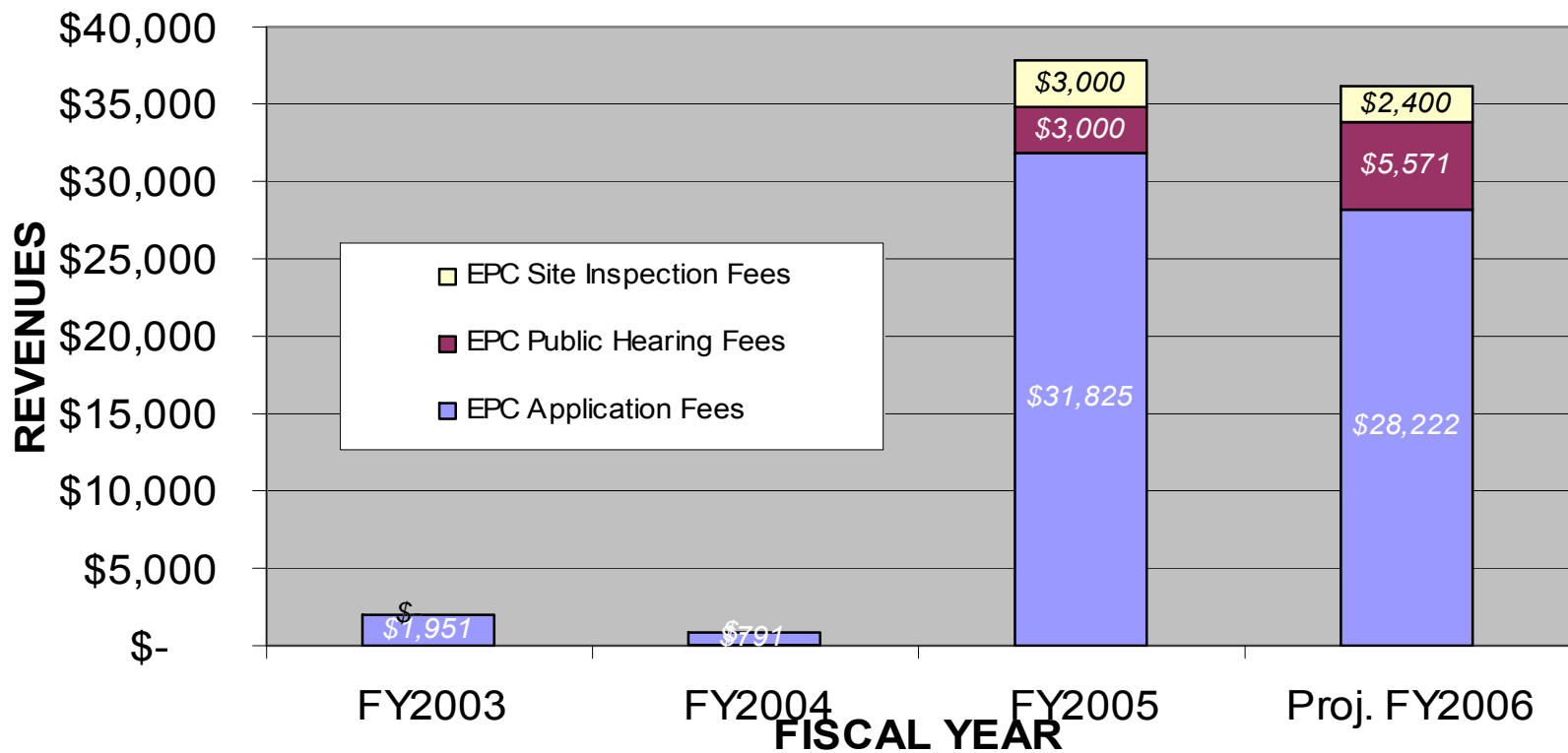
\$130 for map amendment

\$530 for all other types of activity

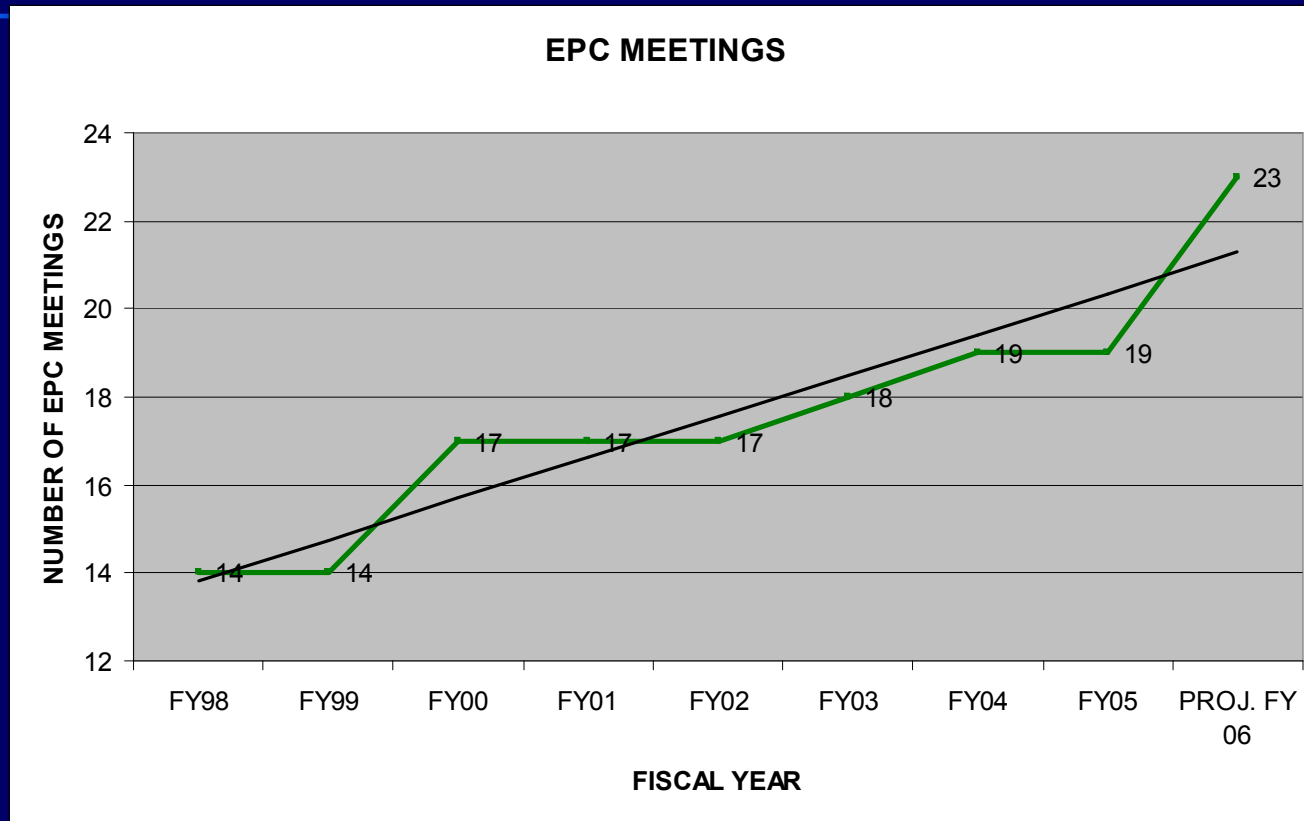
**State of CT receives a portion of each application fee.*

EPC Application Fees

EPC REVENUES



Environmental Protection Commission (EPC)

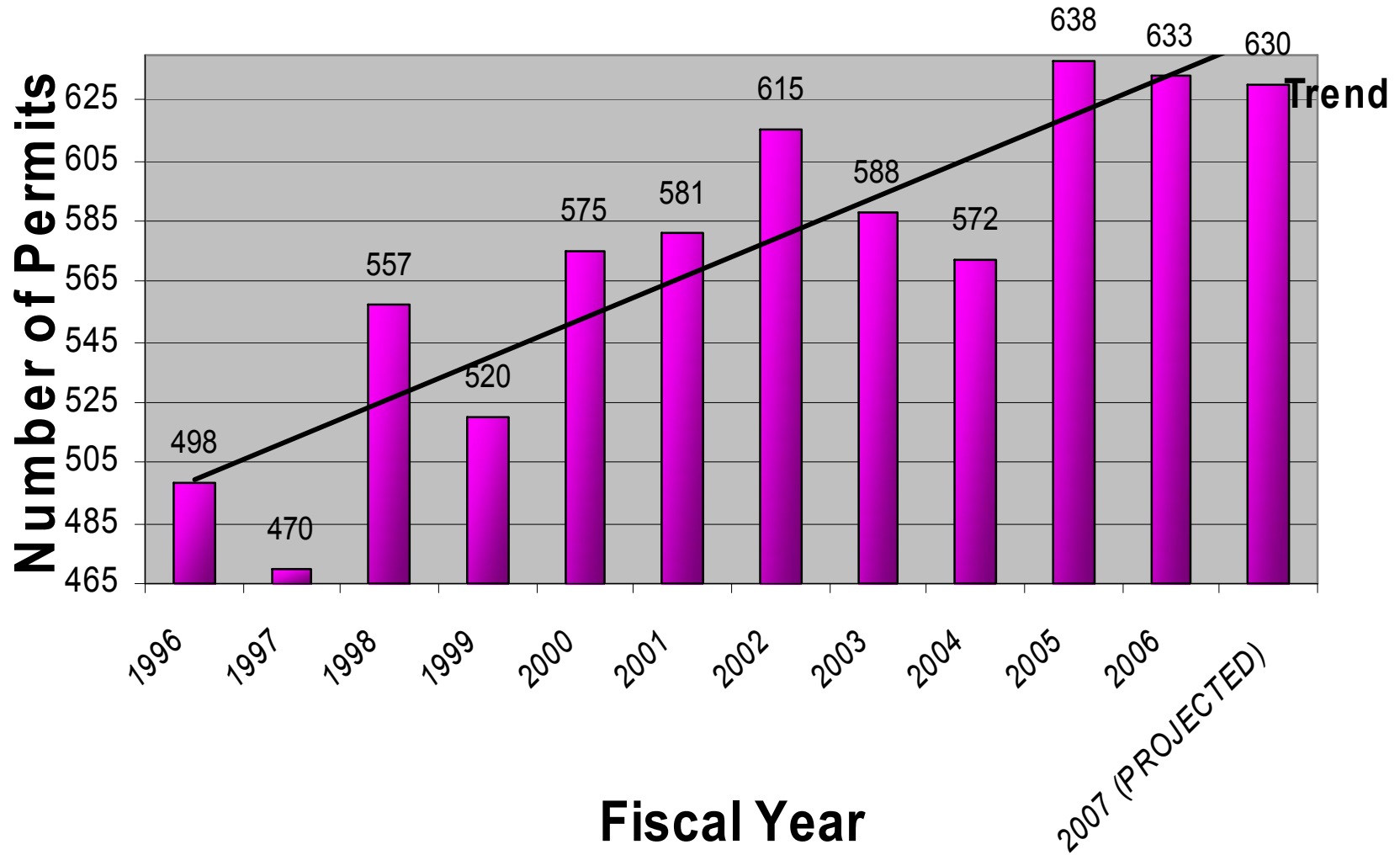


Doubling of applications processed since 1999, therefore, there has been an increase in the number of meetings.

Zoning Permits

- The number of Zoning Permits has increased gradually over the past few years.
- The Permits take more time to review, as properties get “maxed out”, and the Town gets “built out”.
- Items such as drainage, coverage, and building height were not issues 10 years ago.
- Increase in amount of non-residential development.

Zoning Permits Reviewed



Time Spent reviewing Zoning Permits

	<u>1990</u>	<u>1995</u>	<u>2005</u>	
Average review time/permit:	8	9	10	minutes
Average number permits/year	400	500	600	
Minutes per year reviewing	3200	4500	6000	minutes
Minutes per week reviewing	65.3	91.8	122.4	assume 49 weeks/year
Hours per week reviewing	1.1	1.5	2.0	hours
Hours per year	56.6	79.6	106.1	hours
<u>Days per year</u>	<u>8.1</u>	<u>11.4</u>	<u>15.2</u>	<u>days</u>

Planning & Zoning Dept.

This year's presentation is in 5 parts...

- 1) Permit counts/revenues
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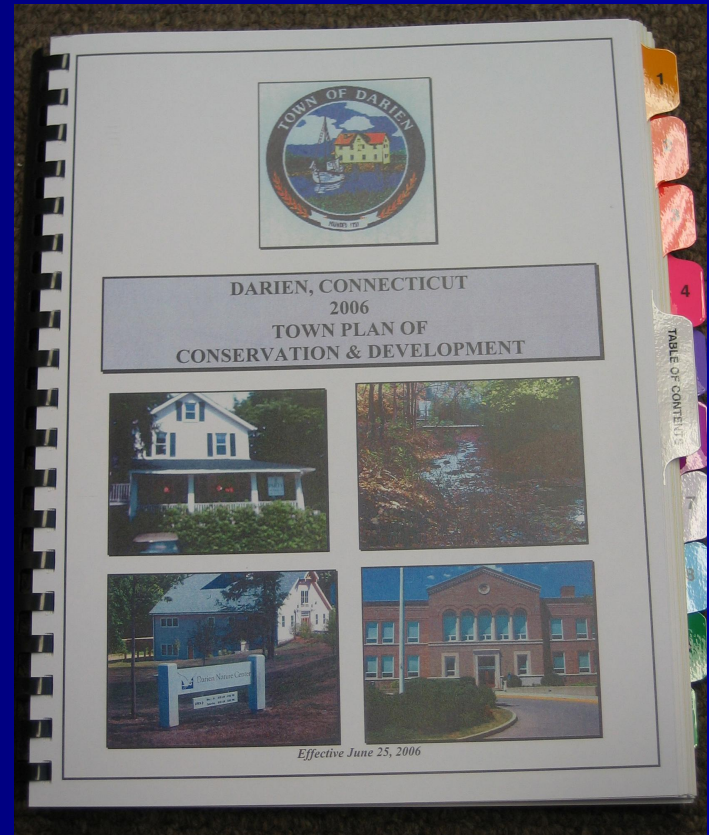
Part 2—Once in a lifetime....

- A community builds a new library



Town Plan completed-- 2006

- A “once every ten years” project.



Once in a lifetime....

- Darien High School
prior school built in 1960+/-
- Tokeneke School
built in 1956, additions in 1966 and 1976

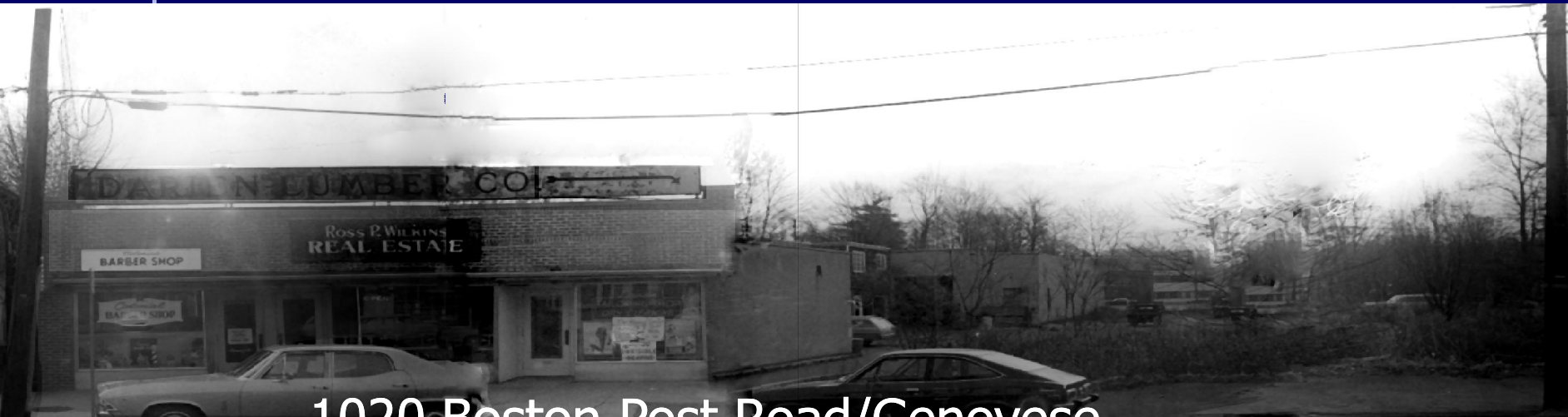


Once in a lifetime....

- 714 Post Road (former Sanford Electric for over 55 years—since 1950)



Once in a lifetime....



1020 Boston Post Road/Genovese

2 properties—



Once in a lifetime....

- Dolcetti/Darien Rowayton Bank
- Redevelopment of 6 lots downtown



Once in a lifetime....

- Howard Johnson's Business Site Plan #1
(approved by P&Z in 1960—46+ years ago)
- Whole Foods Market????



Once in a lifetime...



- Whole Foods Market (3 public hearing nights in the Auditorium—11/7 2 ½ hrs; 11/28 2 ½ hrs; 1/16 3 ¼ hrs.) Basically 3 full nights=8 ¼ hours. Does not include deliberations, staff time writing up Commission decision.
- All meetings had to be held in the Auditorium to accommodate the crowd.
- Significant public interest. 2 separate petitions and nearly 100 separate letters received for the file.

More once in a lifetime...

Coming soon.....

- Procaccini development
- Allen O'Neill
- Darien Senior Center

Once in a lifetime...

Potential Causes:

- Post-war building boom of 1950's;
50 year +/- life of buildings (schools)
- DRI and P&Z and overall community attitudes?
- Land costs too high not to "max" out the property.

Planning & Zoning Dept.

This year's presentation is in 5 parts...

- 1) Permit counts—it isn't just the volume
- 2) Once in a lifetime....
- 3) **Affordable Housing**
- 4) Downtown issues
- 5) CityView multi-department implementation

Part 3--Impact of Affordable Housing Applications

- AvalonBay Communities 1998

Affordable Housing Impact

77 Nearwater Lane

- Five (5) nights (16 hours) of P&Z public hearings on application in 2005-2006
- Four (4) nights (10+ hours) of EPC public hearings on Jurisdiction question in 2005/6
- Four (4) nights (13 hours) of EPC public hearings on subsequent application in 2006
- TOTAL: 13 nights, 39+ hours.

P&Z 1st public hearing is March 1st.

Affordable Housing Impact

- Does not include **substantial** staff time spent on subsequent litigation.
(four separate appeals thus far....)

Planning & Zoning Dept.

- 1) Permit counts—it isn't just the volume
- 2) Once in a lifetime....
- 3) Affordable Housing
- 4) **Downtown issues**
- 5) CityView multi-department implementation

Part 4--Downtown issues

This past year, staff spent time on:

- Original CT Main Street application
- DRI workshops—including Dec 12 re: parking structures
- LWV panel discussion
- Meetings with applicants and DRI reps, including both Nor. Hts and downtown
- Meeting with brokers and DRI
- Field trip to West Hartford

Part 4--Downtown issues

Work on Downtown issues is consistent with Board of Selectmen priorities:

- **PRIORITY: DOWNTOWN AND BUSINESS DEVELOPMENT**

Strategies:

- • Encourage the efforts of DRI consistent with the best interests of the Town

- **FISCAL RESPONSIBILITY**

Strategies:

- • Raise fees where applicable
- • More effective development within business districts to relieve the residential tax burden

Part 4--Downtown issues

Many new downtown projects approved:

- Genovese, 1020 Boston Post Road
- Darien Rowayton Bank/Dolcetti
- Panera Bread, 1063 Boston Post Road
- Millions of dollars of new development

Planning & Zoning Dept.

- 1) Permit counts/revenues
- 2) Once in a lifetime....
- 3) Affordable Housing
- 4) Downtown issues
- 5) **CityView multi-department implementation**

Part 5—CityView implementation

- We went “live” on March 19, 2006.
- We are now into a multi-year, multi-department implementation.
- Phase I—P&Z, Building Dept, Fire Marshal and Assessor
- Phase II--DPW and Health.

P&Z Dept. is “Project Manager”

CityView implementation

This must be a multi-department implementation

Desire to improve the following:

- Assessor needs to better track COs and TCOs.
- Improved, more efficient financial reporting.
- Much better interdepartmental communication-- automatic emails.
- Easier to prepare monthly, quarterly, and annual reports.
- Improved deadline tracking by the P&Z Dept.

CityView implementation



CityView implementation

New Reports created for Assessor show:

- All COs issued in a date range
- All Temporary COs issued in a date range
- All final inspections done that have not received either Temporary COs or COs.
- Other reports can be created on a Case-by-case basis or as needed.

CityView implementation

1. Continue to work on Phase I
(reports, customized use)
2. Move on to Phase II
(DPW, Health)
3. Continued training and
integration into daily use.
4. Coordination/Integration with GIS.

Planning & Zoning Dept.

Performance Measures--February 3, 2007

Summary—workload increase in
five areas:

- 1) Permit counts/revenues
- 2) Once in a lifetime....
- 3) Affordable Housing
- 4) Downtown issues
- 5) CityView multi-department implementation